

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
COLORADO STATE OFFICE
2850 YOUNGFIELD STREET
LAKEWOOD, COLORADO 80215-7076

March 20, 1997

In Reply Refer To:
1270-2 (CO-954) P

EMS Transmission 03/20/97
Instruction Memorandum No. CO-97-031
Expires: 9/30/98

To: All Employees

From: Deputy State Director for Support Services

Subject: Cost Recovery for Publications

BLM Manual Supplement 1270-2, Cost Recovery, lists the current rates for products and services furnished by the BLM. The current rate for Publications is "Actual Cost" and therefore, rates must be established to ensure consistency in cost recovery.

All publications provided by the Printed Materials Distribution Section (PMDS) have a per-unit cost (see attached). Other publications, not provided by PMDS, must have a cost recovery rate established. The actual per unit cost can be determined by dividing the number of publications into the printing cost. Should printing cost be unknown, coordinate with your program lead(s) and state records administrator to assist in determining the average cost. Compare with similar publications in establishing the cost recovery rate.

Draft and Final RMPs, EAs, and EIS': Historically these publications have been distributed without charge. The draft publications are distributed free only during the public participation period. After close of the participation period, costs are recovered for all drafts and final documents. See 43 CFR 1610.2(g) &(i). Therefore, in coordination with the state planner, the following costs shall be recovered when providing these documents to the public: Draft RMPs, EIS', and EAs are \$7.00 each; Final RMPs, EIS', and EAs are \$3.00 each. These rates are effective immediately.

Should there be any questions on the above, contact Patsy Lynch, Records Administrator on (303) 239-3616.

Signed by
Brian Bernard
Deputy State Director
for Support Services

Authenticated by
Don Snow
EMS Operator

Attachment: Distributed Under Separate Cover